

**ARIZONA TRAUMA SYSTEM QUALITY ASSURANCE
AND SYSTEM IMPROVEMENT (AZTQ) COMMITTEE
MINUTES**

September 27, 2001

MEMBERS PRESENT: Michael Burns, Melinda Case, Theresa Christiansen, Lynn Donaldson, Deborah Gorombe, Pam Goslar, PhD, Susan Hinze, Sheri F. Jorden, Dan Judkins, Stephen Powles, and Rookie Stevens

MEMBERS ABSENT: Sara Hill, Dr. Scott Petersen, Dr. Phillip Richemont, and Brenda Sutton

GUESTS: Walt Angus, Tracy Edwards, Holly Gibeau, Rose Johnson, Philomene Spadafore, Roberto Torres, and Dr. Tom Wachtel

BEMS STAFF PRESENT: Dr. Garth Gemar, Pennie Klein, and Larry Lorenzen

I. CALL TO ORDER

Lynn Donaldson called the AZTQ Committee meeting to order at 9:08 a.m. after a quorum was reached.

II. APPROVAL OF MINUTES

Melinda Case made a motion and Sheri Jorden seconded to approve the May 17, 2001 minutes. The motion carried and the minutes were approved as submitted.

III. OLD BUSINESS

A. Discussion of Data Fields for Trauma Center Submission to State Trauma Registry

Dr. Goslar distributed a document titled "Trauma Registry Data – Proposals and Summary of Issues" that contains two proposals. The first proposal requested that the required data elements for the new trauma registry software should be reviewed and a new data dictionary with specific instructions be prepared. The second proposal requested that the Committee should develop a Data Quality Assurance Protocol. A discussion on this document ensued. To help clarify the issue, a copy of the BEMS Policy titled "Format for Submission of Trauma Registry Data to Bureau of EMS" was passed out to the members. Also Dr. Gemar distributed a copy of the "Substantive Policy Statement – The Trauma Registry and its Reports" and the "Format for Submission of Trauma Registry Data to Bureau of EMS."

A motion by Dr. Goslar, seconded by Rookie Stevens, to adopt the first proposal and create an Independent Work Group to work on the proposal was presented to the members. Motion carried.

A second motion by Dr. Goslar and seconded by Debbie Gorombe to adopt the second proposal and have the Independent Work Group created in the first motion work on this proposal also was presented. Motion carried.

The Independent Work Group will consist of the following individuals: Dr. Pam Goslar (Chairperson), Debbie Gorombe, Lynn Donaldson, Theresa Christiansen, Tracy Edwards (Lincoln Hospital) and Rose Johnson (St. Joseph's Hospital). The work group will develop recommendations to the Committee for submittal to BEMS.

IV. NEW BUSINESS

A. Announcement of New AZTQ Chairperson

Dr. Gemar said that he has not chosen a permanent Chairperson for the Committee yet. Lynn Donaldson will continue as interim Chair.

B. Trauma Registry

1. Installation

Walt Angus from the Arizona Department of Health Services' Information Technology Services (ITS) was introduced to the members. Pennie Klein gave some background information to bring the Committee up to date. Walt stated that we now have permission from the Arizona Government Information Technology Agency (GITA), which has to authorize all expenditures of \$25,000 or more on ITS equipment or software, to go ahead with the project. We are now in the negotiating stage with the vendors. Walt said that two products have been identified: "Trauma One" and "Collector."

Pennie distributed a draft scope of work for Committee input. Pennie requested from the members that they let her know as soon as possible which of the two software products their hospitals will choose so BEMS can continue the procurement process.

2. Training

Pennie will continue to work with the two vendors on a schedule for instate training.

3. Reporting

Pennie requested from the members of the Committee common data elements currently being collected by the hospitals. After conducting a group process of identification of common elements, it was determined that the only common elements collected in 2000 and 2001 by all trauma centers was (1) the number of trauma patients admitted and (2) the number of those patients that died. Pennie asked the Committee members if they could furnish those two items to her and the members agreed. Pennie will contact the hospitals for the information.

4. User Group(s)

Committee members recommended two levels of user groups – (1) for each product to assist in effective product use and (2) a Registrars Group to focus on using data and system quality. Further clarification on these groups will take place in the future.

C. Announcement of Quarterly Meeting Dates for 2002

Lynn announced that the 2002 Meeting Dates calendar was attached to the Agenda as attachment “Agenda Item IV.C.”

V. CALL TO THE PUBLIC

Dan Judkins complimented the State and Lynn on all their work moving the Registry Project forward.

VI. NEXT MEETING

The next meeting is scheduled for November 15, 2001 at 9:00 a.m.

VII. ADJOURNMENT

A motion to adjourn by Dr. Goslar, seconded by Steve Powles, was presented.
Motion passed. Meeting adjourned at 11:40 a.m.

Approved by AZTQ on 11/15/01